QUEENS

QUEENS

COLLEGE CALENDAR

September	4 - 7	Orientation
	8	Term I Registration
	9	Classes Begin
	14	Senior Recognition Day
October	15 - 17	Parent's Weekend
November	23 - 29	Thanksgiving Recess
December	5	Moravian Love Feast
	8	Boar's Head Banquet
	12	Yule Log
	13 - 17	Final Exams
January	3 - 25	Inter Term
	25	Term II Registration
	26	Classes Begin
February	1	Honors Convocation
	18 - 20	Dad's Weekend
March	18 - 28	Spring Recess
April	15 - 17	Mom's Weekend
	19	Awards Convocation
May	2 - 6	Final Exams
	6	Baccalaureate
	7	Commencement

THE STUDENT

HANDBOOK

1976-77
Published by:
THE DEAN OF STUDENTS OFFICE
QUEENS COLLEGE

CONTENTS

A Brief History of Queens 3

Annual Campus Events 5-7

Groups to Know on Campus 7-12

Places to Know 12-20

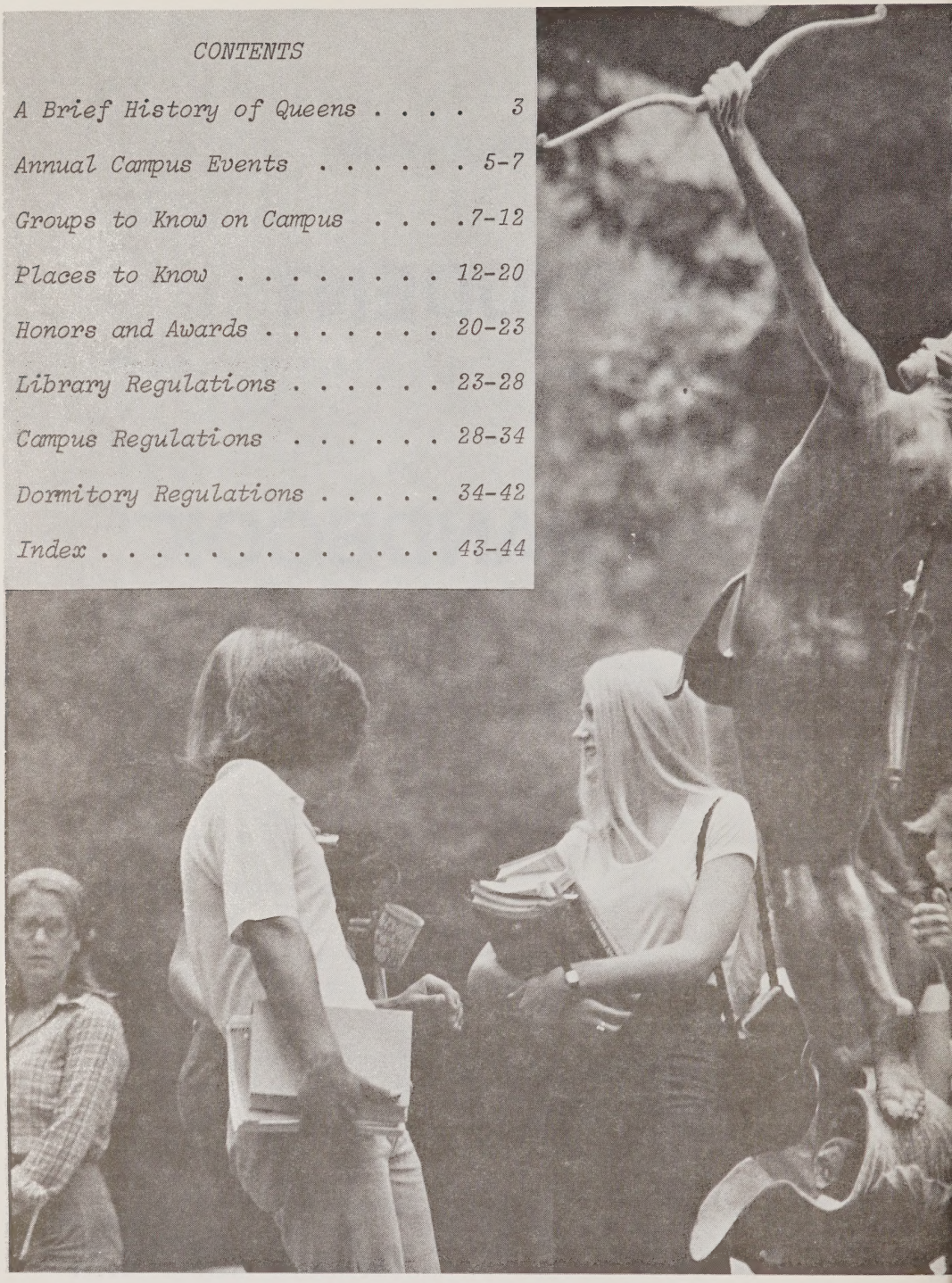
Honors and Awards 20-23

Library Regulations 23-28

Campus Regulations 28-34

Dormitory Regulations 34-42

Index 43-44



A BRIEF HISTORY OF QUEENS

In 1857, Queens was founded as the Charlotte Female Institute, located near the center of the city. From 1891 to 1896 the institution was called the Seminary for Girls, and upon affiliation with the Presbyterian Synod of North Carolina in 1896, it became known as the Presbyterian College for Women. This name continued until 1912, when the name changed again this time to Queens College.

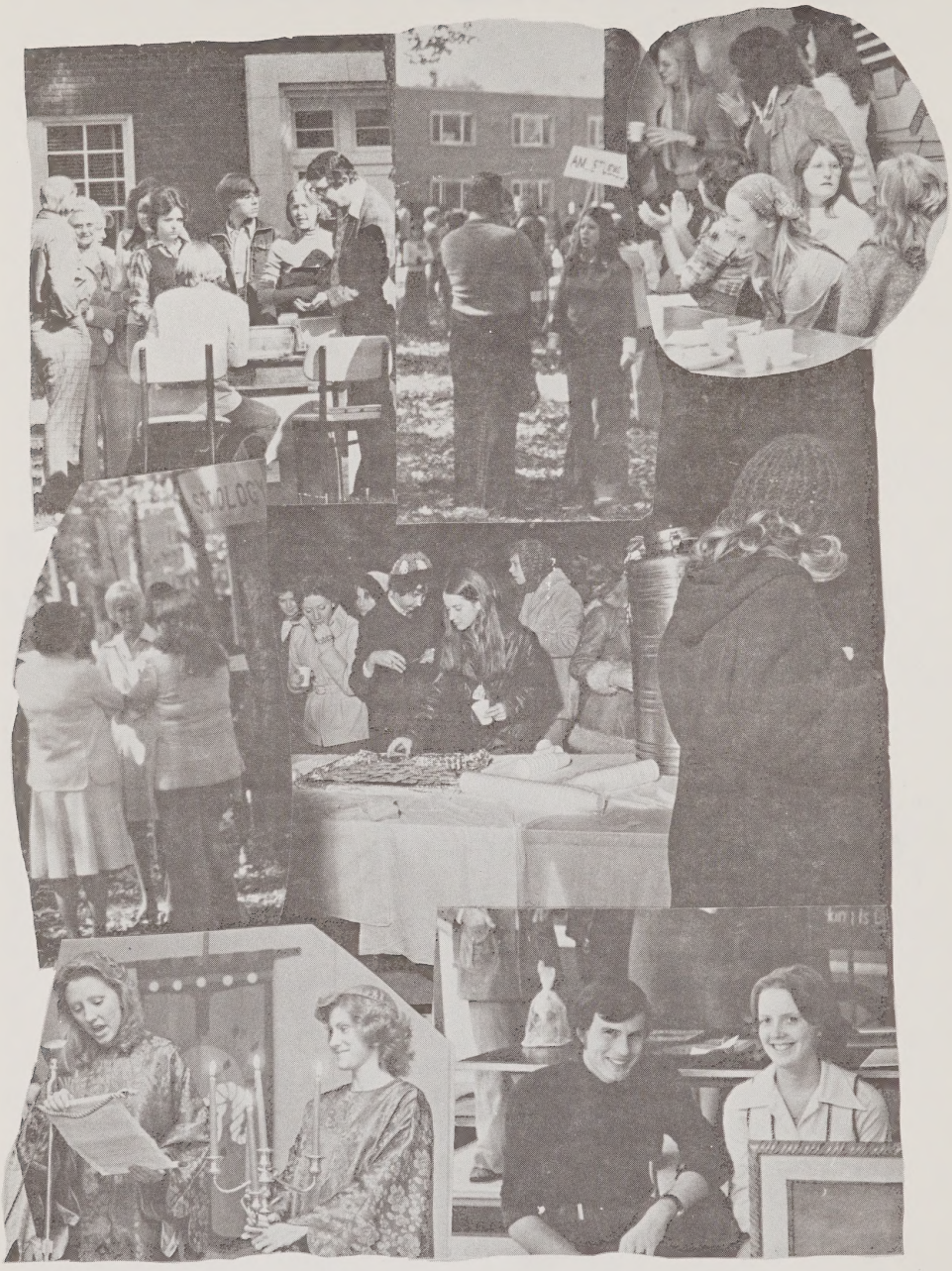
The College moved in 1914 to its present site on 25 wooded acres with five buildings.

In 1930, Queens became related to the Presbyterian Synod of South Carolina through a merger with Chicora College, Columbia, South Carolina (formerly in Greenville, South Carolina), which had merged with the College for Women, Columbia, South Carolina.

The College has had 16 men and one woman serve as president since it began in 1857.

THE COLLEGE TODAY

Queens College today is a small, academically superior church-related college for the education of women. Located on a beautiful wooded campus, the college has grown from 25 acres with five buildings in 1914 to 45 acres with 23 buildings, and in terms of land, buildings and equipment, is valued at approximately $10,000,000.00. Queens also owns 231 acres of shore front property on Lake Norman, just 25 miles north of the campus.


AM. STUDIES

ANNUAL CAMPUS EVENTS

SENIOR RECOGNITION DAY

The college community gathers to honor the Senior Class. Administration, faculty, and seniors wear their academic dress for the first formal academic procession of the college year.

PARENTS' WEEKEND

Parents of all Queens students visit the campus to attend special activities. The Junior Class is responsible for planning and coordinating the events of the weekend, when parents become acquainted with the college community and college programs. One highlight of the weekend is the annual inter-class Stunt Night held on Saturday. Trophies are awarded to the class presenting the best skit, to the class with the best gallery, and to the class with the best visual effects.

BLACK FRIDAY AUCTION

The Day Student Association sponsors this annual Fall event to raise money for their scholarship fund. Members of the college community donate dinners in their homes, products of hobbies, homemade goodies from their kitchens, and a variety of items and privileges.

BOAR'S HEAD BANQUET

In keeping with the tradition of Queens College, Oxford, the Boar's Head Ceremony and formal banquet are held annually at Christmas time.

MORAVIAN LOVE FEAST

The ceremony of a "Feast of Love" is sponsored by the Religious Life Committee of the Student Government Association in connection with the Moravian Church. This tradition has become a beautiful part of the celebration of Christmas at Queens.

YULE LOG CEREMONY

Queens borrowed from the ancient British tradition to herald in the Christmas season with the Yule Log Ceremony. Carol-singing, wish-making, and seasonal food and drink accompany the ceremony.

HONORS CONVOCATION

This convocation is held for special recognition of those students achieving academic honors for the Fall term.

DAD'S WEEKEND

All Dads of Queens students attend this special weekend to take part in activities such as square dancing, picnicking, and competing in tennis and volleyball. The Sophomore Class hosts the weekend of father-daughter fun.

HOMECOMING

Homecoming is an annual Spring event sponsored by and for alumnae. The social weekend provides former students an opportunity to become reacquainted with Queens and reunited with their college friends.

MOM'S WEEKEND

Moms are invited to Queens for a Spring weekend of fun with their daughters. Activities are planned by the Freshman Class, and include spring shows by the Dolphin Club and Drama Department, as well as a luncheon-fashion show with mother-daughter models.

MAY DAY

The May Day celebration encompasses a weekend of social activities held each spring. A queen is crowned, and the court is honored by a pageant and dance. The queen, a senior, and the court are elected representatives from the four classes.

AWARDS DAY

Prior to Commencement each Spring, a convocation is held to present awards and honors won by individuals and campus organizations during the year. [See "Honors".]

BACCALAUREATE

As part of the Graduation activities, a Baccalaureate service is held in Belk Chapel in honor of the graduating class. Parents and friends are invited to attend.

COMMENCEMENT

The conferring of degrees climaxes the four years that a student is enrolled at Queens. Relatives and friends of the graduates are invited to attend the ceremony.

GROUPS TO KNOW ON CAMPUS

JUDICIAL BOARD

The Honor Code is one of the cherished possessions of Queens College and is of fundamental importance in the educational experience.

The Honor Code regulates all phases of college life and is binding on all members of the community. The Code is based on three basic principles:

-truthfulness at all times;
-respect for the property of others;
-and honesty in tests, examinations, term papers and all other academic assignments.

When a member of the college community signs the Honor Code, it is an acceptance of the responsibilities of the honor system, and enables that member to enjoy the freedom and privilege of living in a community governed by mutual trust and respect.

Purpose

Judicial Board is to investigate and act upon any alleged violations of the Honor Code of Queens College and upon any infractions of social regulations on the campus and at Queens sponsored functions.

Membership

Membership of Judicial Board shall consist of eight students and one advisor.

Quorum

1. Voting quorum for Judicial Board shall consist of six members including the Chairperson and the advisor.
2. All members shall have one vote except the Chairperson, who will vote only in the case of a tie.

Procedure

1. For any violation of the social regulations and/or the Honor Code of Queens College, each student shall be on her honor to report herself to the Judicial Board within 24 hours after the violation occurs.
2. After 48 hours any witness or person with knowledge or evidence shall be on her honor to report the violator to Judicial Board immediately.
3. If a witness or person with knowledge or evidence of an Honor Code violation does not report to Judicial Board after 48 hours of the violation, she will have violated the Honor Code.
4. An investigating committee shall be appointed in the case of all alledged violations of the Honor Code, and if necessary, in cases of social violations. This committee shall include: Vice Chairperson (who serves as Chairperson of the Investigating Committee); Chairperson; and one other member of the Judicial Board chosen by the Chairperson of Judicial Board.
   a. The investigating committee's report shall be presented to Judicial Board.
   b. In this investigation, the Vice Chairperson may request the assistance of any members of the college community.
   c. The investigating committee shall not discuss the findings of the committee until presented before Judicial Board.
   d. Judicial Board shall abide with the Search and Seizure policy stated in *The Student Handbook* in any investigation.
5. A student who has been reported for an alleged violation of the Honor Code and/or a social violation shall be given at least 24 hours written notice of her attendance at the next meeting of Judicial Board.
   a. The Vice Chairperson shall give the alleged violator a written statement of the charge which has been filed against her, and she shall be required to sign the statement as proof of her notification.

b. The alleged violator shall keep one copy of this statement, and the second copy shall be kept in the files of the Chairperson.

6. The alleged violator shall be entitled to select a counselor from the student body.
   a. The counselor will be permitted to accompany her and advise her throughout the hearing. Both the alleged violator and her counselor are bound by the Honor Code in their actions and statements.
   b. The dormitory president of the alleged violator or the vice president of the Day Student Association shall be available to serve as counselor if requested.
   c. The counselor may participate directly in the hearings only by the permission of the Chairperson.
7. The alleged violator has the right to know who reported her.
8. Witnesses may be called by Judicial Board upon the request of the alleged violator, the reported, or any member of Judicial Board. Such witnesses are required to be present at the time of the hearing and shall remain available to questioning only at the discretion of the Board.
9. All participants in the proceedings shall have the right, upon recognition of the Chairperson, to question the person then testifying.
10. The alleged violator has the right of having a public hearing, but in order to protect the rights of privacy of all persons involved in the investigation, no member of Judicial Board and no participant, other than the alleged violator with her counselor, shall discuss in any way outside the hearing room.
11. At the conclusion of the testimony, Judicial Board shall, in closed session, reach its decision. A simple majority decision of the members voting shall be necessary for a decision of guilty.
12. A simple majority decision of the members shall be necessary to determine disciplinary matters.
13. In the event that a member of Judicial Board has been directly involved in a case prior to its being reported to the Board, she will not function as a member of the Board in that case.

Decisions

1. Judicial Board may render a decision of guilty or not guilty.
2. In the event of an Honor Code violation and/or a social violation, Judicial Board will deliver the decision and discipline which it considers to be the most beneficial to the student and the college community.
3. At that time the Board shall hear and act upon all cases of appeals concerning timing of discipline set for violations.

APPEALS BOARD

The Appeals Board shall hear and act upon all cases submitted to it by a student if she is dissatisfied with the decision rendered by Judicial Board or the decision rendered by the Dean of Students.

Membership

1. The Appeals Board shall include four student members, one ex-officio member who shall be the Chairperson of the Judicial Board, the Dean of the College, and the Dean of Students.
2. The student members shall be: the President of the Student Government Association, the Secretary/Treasurer of the Student Government Association, the Chairpersons of the Cultural Events Committee, Social Activities Committee and Religious Life Committee, and the Chairperson of Judicial Board who serves as an ex-officio member.
3. The President of the Student Government Association shall serve as Chairperson of this Appeals Board.
4. The Chairperson of the Social Activities Committee shall serve as Secretary.

Procedure

1. Appeals Board shall meet to consider any case which has been submitted in written form to the Dean of Students Office.
2. The student wishing to appeal her decision must notify the Dean of Students Office in writing within 24 hours after she has received the decision of Judicial Board.
3. The Appeals Board shall meet to review a case within one week of the submission of the case.
4. Quorum shall be three student members, the Chairperson of Judicial Board, and the two deans.
   a. If a student wishes to appeal a decision of the Dean of Students, that Dean will not function as a member of Appeals Board.
   b. If a Dean cannot be present, a substitute must be appointed by that Dean.
5. The Appeals Board may confirm or change the decision of Judicial Board, including an increase or decrease of the discipline rendered by Judicial Board. In the event of a tie on Appeals Board, the final decision shall be placed before the President of the College.
6. A simple majority decision of the voting members shall be necessary for a decision of Appeals Board. A simple majority decision of the voting members shall be necessary to determine disciplinary measures. All members shall have one vote except the Chairperson of Judicial Board who serves as an ex-officio member.

Procedures (continued)

7. Written records of all proceedings of Appeals Board shall be kept. Complete copies shall be filed with the Dean of Students and the President of the College.
8. A student submitting an appeal shall be entitled to select a counselor from the student body who has the rights and privileges explained in Item 6 under *Procedures* of Judicial Board.
9. In order to protect the rights of privacy of all persons involved in the appeals case, no member of the Appeals Board and no participant in the case shall discuss the proceedings in any way outside the hearing room. Exceptions to this rule of silence shall be the student who is appealing her case and her counselor, who are entitled to discuss the case between themselves.

Final Appeal

1. If a student is dissatisfied with the decision of the Appeals Board, she may submit a written appeal of her case to the President of the College within 24 hours after the decision of the Appeals Board.
2. The President of the College will notify the student of his receipt of her submission of an appeal within 24 hours after the student's submission of the appeal.
3. The President will render a decision concerning an appeal within a week after he has acknowledged receiving the appeal.
4. The President's decision is final and may not be appealed.
5. Complete copies of the President's decision shall be filed in the Dean of Students Office and the Office of the President.

STUDENT GOVERNMENT ASSOCIATION (SGA)

SGA is a means for student self-government. Its active membership consists of duly elected representatives of the Student Body.

SGA presents legislative bills and authorizes new organizations, and budgetary and social changes.

Members include the President and Secretary/Treasurer of SGA; Dorm Representatives and Day Student Representative; the four Class Presidents; and the Chairpersons and Secretary/Treasurers of the three standing committees of SGA - Cultural Events Committee, Religious Life Committee, and Social Activities Committee.

The Cultural Events Committee shall organize and plan campus-wide speaker series, movies, concerts, and symposiums. The Religious Life Committee shall be responsible for all chapels, fellowships, retreats, and all other religious activities of the Queens community. The Social Activities Committee shall coordinate all dances, special weekends, and recreational activities of the campus.

PANHELLENIC COUNCIL (PANHELL)

Panhell consists of representatives selected by the five national sororities on campus to coordinate inter-sorority programs, parties, and charities.

A Rush Council, including one Rush Chairwoman from each sorority and the Vice President of Panhell, formulates and administers the schedule and rules of Rush.

The five sororities on campus are Alpha Delta Pi, Alpha Gamma Delta, Chi Omega, Kappa Delta, and Phi Mu.

CAMPUS PUBLICATIONS

The *Coronet*, the Queens College yearbook, is published annually, and provides a pictorial and literary record of the year's events and activities.

The *Queens Current*, the student newspaper on campus, is published regularly to keep the college informed of campus events and news, and to serve as a forum for an exchange of ideas among students, faculty, and administration.

The *Signet*, the college literary magazine, is published at least once a year, and illustrates the creative writing and visual artistry talents of the Queens community and the public.

PLACES TO KNOW

BURWELL HALL

The structure known as Burwell houses the administrative offices of the College.

Board Room

The Board of Trustees of Queens College meet in this room. They organize, maintain, and conduct the business of the College.

QUEENS COLLEGE

1. Belk Chapel
2. Albright Residence Hall
3. Jernigan Student Ctr.
4. Long Residence Hall
5. Stultz Bldg.
6. Belk Residence Hall
7. Burwell Hall
8. Early Learning Ctr.
9. Wallace Residence Hall
10. McEwen Classroom Bldg.
11. Watkins Residence Hall
12. Harris Residence Hall
13. Walker Science Bldg.
14. Morrison (Dining Room, College Store, The Pit)
15. Everett Library
16. Dana Classroom Bldg.
17. Maintenance
18. The Web
    Chi Omega Lodge
19. Phi Mu Lodge
    Alpha Gamma Delta Lodge
20. Alpha Delta Pi Lodge
    Kappa Delta Lodge
21. Irwin-McKay Infirmary
22. Heating Plant
23. Greenhouse
24. Maintenance Shop
25. Parking Lots
26. Tennis Courts
27. Ovens Physical Ed. Bldg.
28. E. H. Little Fine Arts Ctr.
29. Barnhardt Center for Continuing Education
30. Carol Hall and Art Annexes
31. Career and Personal Counseling Center

Office of the President

The President of the College is the chief officer of the college. He is responsible to the Board for the operation of all departments and has - under the Board of Trustees - final authority in the determination of policies, procedures, and practices.

Business Office

The Treasurer of the College has the custody of all funds belonging to the corporation. The Treasurer of the college has another role, which is that of Business Manager. The Business Manager is responsible for all business functions of the College.

The *College Bank* is also located in the Business Office. The bank may be used by students for the safe-keeping of their money. The bank does not provide checking accounts, and money deposited in an account does not earn interest. Banking transactions may be made during posted banking hours.

Office of the Dean of the College

The dual role of Vice President of Academic Affairs and Dean of the College is given to the person who has been elected by the Board of Trustees to be responsible for the academic program including supervision of academic advising, the Office of the Registrar, continuing education, the library, summer sessions, overseas study program, the Admissions Office, and career advice and job placement.

Dean of Students Office

The Dean of Students has the responsibility for counseling, residence halls, the infirmary, two interest-free loan funds, the campus master calendar, and reserving campus facilities. As liason between students and the college, one of the Dean of Students' major duties is to see that the regulations pertaining to student life are for the betterment of the college and the students.

Office of Development

The Vice President for Development assists the President in financial development. He is charged with the responsibility of insuring and maintaining financial support and growth for the college. In addition, he is responsible for the Publications Office, publicity, printing, and the Alumnae Office.

Admissions Office

The Director of Admissions, assisted by Admissions Counselors, is responsible for planning trips to high school "college nights" in many cities, scheduling overnight visits on campus for prospective students, and conducting personal interviews and campus tours for prospective students. Students are invited to refer names of prospective students to the Admissions Office to be put on a mailing list for catalogues, overnight visits, etc.

Registrar's Office

The College Registrar is responsible for organizing and executing course registration at the beginning of each term, collecting and tabulating all course grades, and updating transcripts.

Publications Office

The Director of Publications is responsible for developing and preparing news releases for public and college information. In addition, the Director must establish communications with faculty, staff and students, creating better understandings of the college's activities among all groups.

Alumnae Office

The Alumnae Office maintains contact with and serves the graduates and former students of the College. The alumnae organization works for Queens throughout the country, assisting with public relations, fund raising, and student recruitment.

Student Aid Office

The Director of Student Aid handles the applications for financial aid, designs work-study programs for students, and distributes all monetary scholarships at the College.

College Switchboard

The Switchboard receives all incoming calls to the College from 8:30 a.m. until 5:00 p.m. on Monday - Friday.

Burwell Parlors

These three rooms on the ground floor are available to the Queens family for meetings or receptions. The parlors may be reserved through the Dean of Students Office.

WALKER SCIENCE BUILDING

Classes in the sciences and medical technology are held in Walker.

DANA CLASSROOM BUILDING

Dana contains the Departments of History, Languages, and Economics/ Business.

Dana 106, a large lecture room with stage and projection screen, may be reserved for meetings and classes through the Dean of Students Office.

E. H. LITTLE FINE ARTS CENTER (FAC)

All music courses and private lessons are taught in the Fine Arts Center.

Dana Auditorium, with seating capacity of 1,000, and complete stage facilities, is the second largest auditorium in Charlotte. Reservations are made through the Dean of Students Office.

Suzanne Little Recital Hall (SLRH) is located on the lower level of the FAC and is complete with stage facilities and seating for 228.

SORORITY ROW

Three duplex lodges (six "houses") comprise "Sorority Row". The five national sororities - *Alpha Delta Pi*, *Alpha Gamma Delta*, *Chi Omega*, *Kappa Delta*, and *Phi Mu* - each have a house on the Row.

The sixth "house" is known as the *Web*. Identical to each sorority house, it contains a kitchen, rest room, and living room complete with a fireplace. The Web may be reserved by individuals and organizations on campus for private parties and meetings through the Dean of Students Office.

OVENS GYMNASIUM

The athletics facility is equipped with a regulation wood playing surface for basketball and volleyball, a 25 meter pool, a dance room, and locker room facilities.

OVENS GYMNASIUM (CONTINUED)

Five outdoor tennis courts are available to the Queens family for day and night play.

IRWIN-MCKAY INFIRMARY

Round-the-clock medical care is provided by registered nurses in the campus infirmary. The college physician will hold appointments with students, and provide or prescribe treatment as he deems necessary. Parental consent will be sought before any major treatment is undertaken. The cost of treatments and prescriptions, other than those provided by the infirmary, is borne by the student.

Infirmary nurses will make appointments with any off-campus physician or dentist whom a student wishes to see. Students must provide their own transportation to the doctor's office.

Students who are required to take special medication for allergies, diabetes, etc., are requested to notify the nurse.

Students should notify their Resident Director if they need medical attention after dormitory closing hour.

EVERETT LIBRARY

Queens students have free access to library materials, facilities, and services. Book stacks, including the reserve collection, are open for selection. Carrels and typing cubicles are available for individual use. [See Library Regulations for more information.]

MAINTENANCE BUILDING

The maintenance staff is responsible for the upkeep of the grounds and all parts of the physical plant of the college. The staff is also in charge of preparing rooms and buildings for meetings and parties, if requested through the Dean of Students Office at least 48 hours prior to the event.

QUEENS EARLY LEARNING CENTER

The Center serves as an on-campus site for Queens students in the observation and study of young children. The Center offers a small group of children in the community a quality educational experience.

JERNIGAN STUDENT CENTER

Snack Bar

Saga Food Service operates the Snack Bar, which is open daily.

Post Office

All students will receive notification of their post office box numbers at the opening of school in the Fall. The Post Office handles all incoming mail, but does not issue money orders, accept outgoing C.O.D. mail, provide insurance of packages, or register first class mail. The Post Office business window is open Monday - Friday, 10:00 a.m. - 11:30 a.m. and 3:00 p.m. - 4:30 p.m.; and on Saturday 10:00 a.m. - 11:00 a.m.

Student Organization Offices

Located on second floor Jernigan, offices of major student organizations are easily accessible to students and campus visitors.

Day Student Lounge

The lounge on second floor Jernigan provides a gathering place for commuting students while they are on campus between classes or meetings.

McEWEN CLASSROOM BUILDING (ME)

Classes in English, Drama, Math, Psychology, Secretarial Practice, and Computer Science are held here.

MORRISON

Morrison contains the dining room and kitchens.

The *Pit*, an informal recreation room, is located in the basement of Morrison. It may be reserved for parties and meetings through the Dean of Students Office.

The *College Store* is located in the lower level of Morrison. It carries a complete stock of textbooks, supplies, and other related items. Also available are health and beauty aids, posters, stationery, and a complete line of Queens T-shirts, jackets, and sweatshirts.

STULTZ BUILDING

Classes in education, as well as some continuing education classes, are held in Stultz.

The Faculty Club is located on the ground floor of the Stultz Building.

BELK CHAPEL

Weekly chapel services, sponsored by the Religious Life Committee of SGA, are held in Belk Chapel.

BARNHARDT CENTER FOR CONTINUING EDUCATION

Barnhardt may be reserved to house professional groups and societies coming to Charlotte for overnight visits. Arrangements are made through the Business Office.

CAREER AND PERSONAL COUNSELING CENTER

The Career and Personal Counseling Center is used by the Presbyterian Church of North Carolina as a testing and guidance center. Queens students are encouraged to make an appointment to take the career guidance tests. There is no charge to Queens students for this service.

CAROL HALL

Studio art classes and art history classes are held in Carol Hall.

OFF CAMPUS

Residence of the *President*: 2148 Selwyn Avenue

Residence of the *Vice President for Development*: 2138 Selwyn Avenue

Residence of the *Dean of Students*: 2115 Selwyn Avenue

Residence of the *Dean of the College*: 2311 Radcliffe Avenue

QUEENS LAKE CAMPUS

A beautiful lake campus is available for hiking, picnicking, camping, boating, and swimming just 45 minutes away from the central campus. Reservations are made in the Dean of Students Office.

HONORS AND AWARDS

ALGERNON SYDNEY SULLIVAN AWARDS

Queens is one of the colleges which has the privilege of presenting two Sullivan Awards each year - one to a graduating senior, and one to a person who has some association, official or otherwise, with the college. The awards are designed to be continuing reminders:

> "that the noblest human qualities are those characteristics of heart, mind, and conduct which evince a love for and helpfulness to other men and women. True nobility is found in those who move beyond the narrow circle of their self-interest and spend themselves in the interest of mankind."

CHARLOTTE PANHELLENIC AWARDS

A monetary award is presented to the Freshman woman, who has demonstrated outstanding service, leadership, and scholarship her first year at Queens.

Another monetary award is presented to the Junior woman who has demonstrated outstanding service and leadership, specifically in connection with her sorority and/or Queens Panhellenic Council, while maintaining a high academic average during her three years at Queens.

DEAN'S LIST

Students achieving a semester average of 3.5 or higher are recognized by being listed on the Dean of the College's record of outstanding scholars.

DELTA OMICRON

Omicron Lamda chapter of Delta Omicron, an international music fraternity for women, was established at Queens in May, 1959. The national organization was founded in 1909 at the Cincinnati Conservatory of Music. Membership is open to students doing major or minor work in music, to music faculty, to professional musicians and to concert artists. Scholarships of high quality is requisite to membership.

DELTA OMICRON AWARD IN MUSIC

A graduating Senior is presented this award on the basis of scholarship, excellence in musical performance, and over-all contribution to music in the Queens College community.

GORDON KEITH CHALMERS MEMORIAL AWARD

A monetary award is presented annually for the best personal library owned by a full-time Queens student. Entries are judged on the following criteria: (1) size and range of the collection; (2) special areas of interest in the collection; and (3) personal significance for the owner. All books must be the property of the student who enters, and no one may receive the prize more than once.

MARJORIE BLANKENSHIP MELTON PRIZE IN CREATIVE WRITING

A monetary prize is presented to a student for outstanding accomplishments in creative writing. The prize is a memorial honoring this graduate of Queens, who was herself an outstanding writer.

MARSHALS

Marshals are the students who have achieved the highest accumulative average in the Senior, Junior, and Sophomore classes. The student with the highest average for her three years serves as Chief Marshall during her Senior year. The duty of the Marshals is to serve as ushers of official college events which include academic processions.

ORB AND SCEPTRE

Orb and Sceptre is a Senior honorary organization which was founded at Queens in January of 1961. It recognizes those students who have shown outstanding leadership, scholarship and concern for the college community.

PARTICIPATION TROPHY

This trophy is presented to the Class which has had the most participation of its members in the year's intramural program. Players and spectators earn points for participating.

PRESIDENT'S CUP

This cup is presented to the Class which has scored the most victories during the year's intramural program.

SIGMA MU

Sigma Mu is a regional honorary organization composed of faculty and students. Its purpose is to recognize high scholastic attainment for Seniors and Juniors, and to encourage independent research.

SIGMA UPSILON

Sigma Upsilon is an honorary fraternity for writers. Founded in 1906 and limited formerly to men's colleges, it now includes a small number of women's colleges. The Cakes and Ale Chapter at Queens was established in May, 1951. Membership is based upon creative literary ability, interest and active participation. Members are elected every year.

VALKYRIE

Valkyrie is an honorary organization that was established at Queens in 1937 and includes students selected from the Sophomore Class on the basis of outstanding leadership, citizenship, and scholarship exhibited during her Freshman year at Queens. Valkyrie members are selected at the beginning of their Sophomore year.

WHO'S WHO AMONG STUDENTS IN AMERICAN UNIVERSITIES AND COLLEGES

Who's Who recognizes noteworthy student leaders on campus throughout the country and registers them in a national collegiate publication. The students are selected on the basis of scholarship, leadership, and cooperation in educational and extracurricular activities, general citizenship and the promise of future usefulness.

LIBRARY REGULATIONS

EVERETT LIBRARY

Library Hours

The library hours will be as posted.

Circulation of Books

All books to be taken from the library must be charged at the circulation desk. Each student is responsible for books signed out in her name. In no case should one student sign the name of another.

Students may not check out books for use by individuals from outside the Queens College community.

Books needed, but found to be in circulation, will be held for the student at her request upon their return. Notification will be made by campus mail. Books must be called for within 48 hours.

Books missing from the shelves and not found to be in circulation should be reported to a librarian for a more thorough search.

Books may be returned at any hour through the slot on the library portico.

The observance of library regulations is part of each student's academic responsibility. The removal of uncharged books from the library and the mutilation of books and periodicals are considered Honor Code offenses.

Rules for Borrowing Books

Books in the circulation stacks may be borrowed for approximately two weeks. Unless there is a previous request, renewals are unlimited. Telephone renewals are not permitted.

There are no restrictions as to the number of books borrowed, but students are asked to consider others who need the same material.

Reference books and periodicals do not circulate. However, a student may arrange at the desk to borrow from these collections for special class use.

Books to be used in carrels for an extended time should be charged at the circulation desk.

Reserve Books

Reserve books are on the second floor, to the right of the stairs, on low shelves. Closed reserve and three-day reserve books are arranged together, alphabetically according to course name and number. A notebook containing a complete list of books on reserve will be found in the reserve section and at the circulation desk. A few special reserves are kept at the circulation desk.

Closed Reserve Books

Closed reserve books may be checked out thirty minutes before the library closes (day or night) and must be returned within thirty minutes after the library reopens.

Three-Day Reserve Books

Three-day reserves may be borrowed and renewed as regularly circulating books.

Fines

For the late return of:

Closed Reserve Books - 25¢ for each hour or fraction thereof.
Three-day Reserve Books - 10¢ per day.
Regularly Circulating Books - 5¢ per day.

Lost Books

Report lost books as soon as possible so the library may aid in the search for them. The replacement price plus a processing fee of $2.50 will be charged if the book is not found.

Reference Collection

The reference collection, on the main floor in the far right-hand corner, contains bibliographies, encyclopedias, dictionaries, atlases and other sources of specific information. These books are for library use only and do not circulate. They are identified by an "R" over the call number.

Reference Help

The reference librarian and other members of the staff are available to aid students in finding materials and in using all library resources. This aid will extend beyond this collection when necessary.

Periodicals

Periodicals are located to the left of the main entrance. Current issues are on display, alphabetically arranged. Recent back issues will be found by lifting the display rack, and bound back files are arranged alphabetically by title in the adjoining stacks.

Periodicals do not circulate.

Periodical indexes, such as the Readers' Guide and the Social Sciences and Humanities Index, are on index tables beyond the stairway. A list of the periodicals in the Everett Library collection is on each index table.

Newspapers and Microfilm

Daily newspapers will be found in the periodical lounge. Back files of the New York Times and the Christian Science Monitor are available on microfilm, and their indexes are on the periodical index tables. Other newspapers are kept for one month.

Students should ask at the desk for instruction in the use of microfilm.

Government Documents

Government documents are not listed in the card catalog. Because of the intricate filing system used for these materials, students are requested to ask for help in locating them. Documents may circulate as regular books.

Information File

Pamphlets on topics of current interest are in the file cases in the lobby. Here students will often find up-to-date information useful for papers and reports. It is arranged by subject, and the headings correspond as nearly as possible with those in the card catalog. These materials may be charged out at the circulation desk.

Children's Literature

A collection of children's literature will be found in the far right-hand corner on the second floor.

College Catalogs

Undergraduate college catalogs from North and South Carolina and Georgia are kept at the circulation desk. Graduate and Professional School catalogs are shelved on the second floor adjacent to the Conference Room. College catalogs may be checked out for a period of two weeks.

Inter-Library Loan

Inter-Library loan privileges are extended when the library collection is insufficient for a particular need. Two weeks should be allowed for the receipt of such books, and the usual loan period is for the same time. Some libraries will not lend to undergraduate students.

Carrels and Typing Rooms

Upperclassmen may reserve carrels for individual use.

Typing cubicles are available on the main floor. Students must bring their own typewriters.

Miscellaneous

A "Do Not Disturb" note with date, time and name will insure for three days the non-removal of a student's library study materials (except for reference books and periodicals).

Food and drinks are not permitted in the library. However, a coke and a candy machine are located in the stairwell on the lower level. Refreshments are limited to the immediate area and can be taken to the nearby Student Lounge. Students are urged to use the lounge which is provided by the Friends of the Library.

Miscellaneous (continued)

A coin-operated Xerox machine is located in the first study room on the main floor. The charge is 10¢ per page.

Smoking is permitted in the conference room on the main floor and in the conference room on the second floor.

Rest rooms are on the lower level of the building.

Visitors

All visiting library users are to register at the circulation desk.

Unless accompanied by a Queens "date," visitors may not study upstairs or in the conference rooms on the first floor.

Visitors are not allowed to check out books, nor should Queens students check out books for use by other individuals.

CAMPUS REGULATIONS

ALCOHOLIC BEVERAGES

Queens College recognizes the social problems inherent in the misuse of alcohol and discourages student consumption of alcohol as being detrimental to the educational purposes of the college. It also seeks to provide a realistic social atmosphere on campus, to develop student responsibility, and to permit maximum personal freedom in matters affecting student life.

The following regulations are designed to support these objectives:

1. Students are responsible at all times for complying with North Carolina laws governing possession and use of alcohol. North Carolina law includes the following provisions:

> "It shall be unlawful for any person, firm or corporation knowingly to sell or give any products with an alcoholic content, including beers and wine, to any minor under 18 years of age. In like manner it is unlawful for any minor under 18 years of age to purchase or possess, or for anyone to aid or abet such minor in purchasing any such products.

ALCOHOLIC BEVERAGES (CONTINUED)

In addition it is unlawful for any person, firm or corporation knowingly to sell or give any alcoholic beverage with an alcoholic content in excess of 15% to any minor under 21 years of age. This in general refers to such things as wiskey, gin, vodka and the like. In addition it is unlawful for any minor under 21 years of age to purchase or possess, or for anyone to aid or abet such minor in purchasing any such product as set forth above. It is unlawful for any person, regardless of age, to transport an opened bottle of any alcoholic beverage in a car."

Attention is directed to the fact that under the law possession of hard liquor by those under 21 years of age is illegal.

2. Beer and wine are permitted in the Student Center, Pit and Web.
3. Permission to use beer and wine on special occasions elsewhere on campus must be requested from and authorized by the Dean of Students.
4. Possession of alcoholic beverages in dormitory rooms is regulated by state law.
5. Student Government Association funds may not be used to purchase alcoholic beverages.
6. Queens students are responsible for their personal conduct at all times and shall be subject to discipline, including possible suspension, for behavior which discredits the students and/or the college.

AUTOMOBILES

Parking Permits

Each student, faculty or staff member must register with the College each vehicle which he or she wish to park on the campus during the academic year. A fee of $1.00 will be charged to register each vehicle.

Temporary three-day permits may be obtained at the Business Office for parents or guests who may be visiting the campus. No more than three temporary registration permits may be issued for the same vehicle within the academic year.

Display of Permits

Parking permits must be affixed to and displayed on the left corner of the rear window. Temporary permits must be displayed in the lower left corner of the windshield or displayed on the dashboard in the same vicinity.

Parking Areas

Queens College has five well lighted parking lots for the use of its students and staff. The following areas are reserved on an assigned basis for your use between the hours of 8:00 a.m. and 6:00 p.m.:

Area	Assignment
Lot A Wellesley Ave. - Gym	Resident Students
Lot B Rear of Harris Hall	Resident Students
Lot C Wellesley Ave. - FAC	Faculty
Lot D Corner of Selwyn Ave. and Wellesley Ave.	Commuting Students & Staff
Lot E Radcliffe Ave.	Resident Students & Staff

The following areas are restricted between the hours of 7:00 a.m. and 6:00 p.m.:

Rear of Library	Library Staff
Heating Plant Area	Maintenance Staff
Burwell Circle	Reserved Parking
Library Circle	15-Minute Parking Zone

No parking at any time is permitted in the following areas:

1. Immediately in front of the library.
2. In the driveway in front of the Sorority Lodges.
3. In the driveway beside the Gym.
4. Loading Zone in the Burwell Circle.
5. Loading Zones around Maintenance Shop and Steam Plant.

In order to provide improved campus security, no parking is permitted in the Library Circle after dormitory closing hours.

Violations

Citations will be issued to offenders for parking in restricted areas as listed below. The cost of these citations will be added to the students' account or handled as a payroll deduction for faculty and staff members.

1. First Violation - $1.00
2. Second Violation - $3.00
3. Third Violation - $5.00
4. Subsequent Violations - $10.00 each

Citations will be issued to unregistered vehicles as follows:

1. First Violation - $5.00
2. Subsequent Violations - $10.00 each

Campus Security Officers will have the authority to place an immobilizing device on an unregistered vehicle to prevent its removal. The offender will have 24 hours to claim his or her vehicle. Those vehicles not claimed within 24 hours will be towed to a place of storage.

Tow-Away/Immobilizer Policy

Appropriate Security Officers and/or the Business Manager have the authority to move, to a place of storage or immobilize, by attaching a device to prevent its removal, any vehicle parked or left standing other than as provided in these regulations. The owner or operator of the offending vehicle shall be liable for payment of reasonable towing and storage fees if such vehicle is removed and stored.

Responsibility for Violations

Evidence that a motor vehicle was found parked or unattended in violation of these parking regulations is prima facie evidence that the vehicle was parked by:

1. The person in whose name the vehicle is registered with the College pursuant to these regulations.
2. If the vehicle is not registered with the College, the person in whose name the vehicle is registered with the North Carolina Department of Motor Vehicles or the corresponding agency of another state or nation.

Appeals of Citations

An appeal board will consider a request to void citations which are deemed to be unwarranted by the Student or Staff member. The appeals board will meet as necessary, and all appeals must be made within five days from the date of the citation.

BARE FEET

Due to health and sanitation codes, students and guests are requested to wear shoes in Morrison Dining Hall, the Student Center Snack Bar, and Burwell Hall.

CONVOCATIONS

All students are required to attend the following College Convocations:

Senior Recognition - Tuesday, September 14, 9:20 a.m.
SGA Convocation - Tuesday, October 5, 9:20 a.m.
SGA Convocation - Tuesday, November 2, 9:20 a.m.
Honors Convocation - Tuesday, February 1, 9:20 a.m.
SGA Convocation - Tuesday, March 8, 9:20 a.m.
SGA Installation - Tuesday, March 15, 9:20 a.m.
Awards Convocation - Tuesday, April 19, 9:20 a.m.

There may be changes in the dates listed, as well as convocations added throughout the year. All changes and additions will be announced in advance. The student is responsible for being aware of these changes.

Absence from a convocation, unless excused by the SGA Secretary/ Treasurer, will result in a $5.00 fine payable to the Business Office to be deposited in the SGA account. Diplomas, certificates, grades and transcripts will be granted only when the student's account has been paid in full.

DRUGS

The illicit and improper use of drugs (for example: amphetamines, barbiturates, opiates, hallucinogenic drugs, and marijuana) is not in keeping with the personal welfare nor the pursuit of academic achievement, and therefore, will not be acceptable conduct by Queens students. Queens College abides by, and expects its students to abide by, the laws of the State of North Carolina and the Federal Government regarding the possession and use of drugs. The possession or use of drugs is, therefore, a violation of Judicial Board

DRUGS (CONTINUED)

standards. Any offender will be dealt with by this Board, or the case may be referred to the Dean of Students for action.

The main concern and responsibility of Queens College to the abuser of drugs is constructive rehabilitation. Resident Directors qualified in counseling, the college physician, other administrative staff members, and Open House, a 24-hour counseling service in Charlotte, are available to students who wish to discuss confidential matters concerning drugs and their use.

FIREARMS AND EXPLOSIVES

Possession, while on College owned or controlled property or at College sponsored or supervised activities, of firearms of all types, explosives (including explosives such as firecrackers), or other deadly weapons is prohibited. Violation of this policy will result in action by the administration.

RESERVING FACILITIES

Any student or student organization who wishes to use the Pit, second floor of Jernigan Student Center, the Web, etc., may reserve the facility only by filling out a form in the Dean of Students Office. If the activity requires additional "props" and Saga Food Service refreshments, this must be indicated on the form. Be sure to reserve facilities well in advance to avoid conflict with another group needing the same facility. If your plans change in any way, notify the Dean of Students Office immediately.

SALES AND SOLICITATIONS

For the student's protection against fraudulent sales and annoyance, no door-to-door soliciting is permitted by on- or off-campus groups.

Any on-campus person or organization who wishes to sell merchandise may set up in the lobbies of the dormitories, with permission from the Resident Director, or in the Student Center, with permission from the Dean of Students Office. Advertising may be posted only on bulletin boards and may not be taped on glass doors or windows in any dormitory.

SALES AND SOLICITATIONS (CONTINUED)

Any off-campus person or agency who wishes to sell or advertise any merchandise or service on campus must receive permission from the Dean of Students Office. Once permission is granted, products may be sold ONLY in the Student Center. Any off-campus advertising must bear the stamp of the Dean of Students Office before it can be posted in any location. Unauthorized advertisements will be removed.

SMOKING

Due to fire regulations, and so that individuals do not infringe upon the rights of others, the College requests that there be no smoking in Morrison Dining Hall, Dana Auditorium, Suzanne Little Recital Hall, and campus classrooms.

DORMITORY REGULATIONS

DORMITORY CHECK-IN

All resident students must go through a check-in procedure the day they arrive to move into their room.

Key Deposit

Every student must rent a key to her room. The deposit is $5.00, which is collected at dorm check-in and refunded at dorm check-out when the key is returned. A charge of $1 is deducted from the deposit when a key has to be replaced. Each time a student must be let into her room by a dorm staff member, a fine of 50¢ will be collected and placed in the dorm social fund.

DORM CHECK-OUT

Any time a student moves out of her dormitory room for any reason, she is required to go through check-out procedures outlined by her Resident Director.

OPENING AND CLOSING HOURS

Dormitories are opened at 6:00 a.m. every morning and closed according to the following schedule:

Sunday - Thursday, 12:00 midnight
Friday and Saturday, 2:00 a.m.

To leave the dormitory before 6:00 a.m. or to return after closing (without self-limiting hours), a student must have a permission blank filled out by the Resident Director of her dorm. This form is presented to the security guard, who is on duty at the time the girl leaves or signs in.

SELF-LIMITING HOURS

Self-limiting hours permit students to return to the dormitories between closing and 6:00 a.m. A return after 6:00 a.m. is considered an overnight.

All students, except first term freshmen, are eligible for self-limiting hours. Students under 21 years of age must have parental approval. Approval forms are available in the Dean of Students Office.

Eligible students electing self-limiting hours are to go directly to Security Headquarters when they return to campus. On the form provided, they are to sign their name, dormitory, and time of arrival. The security guard will admit each student to her dormitory after she has signed in and her I.D. has been checked.

If a Queens student has a guest staying with her in the dormitory, the guest is eligible for self-limiting hours provided her hostess has this privilege. The guest must obtain a self-limiting slip from the Resident Director to be presented to security upon her return to campus.

Failure to comply with self-limiting procedures constitutes a Judicial Board offense.

QUIET HOURS

Campus quiet hours are to be observed Sunday - Thursday from 11:00 p.m. through 7:00 a.m. Freshmen are to observe the additional quiet hours of Sunday - Thursday from 7:00 p.m. through 10:00 p.m.

QUIET HOURS (CONTINUED)

Quiet hours are provided for the benefit of all resident students so that studying and sleeping may be done in a student's room. Violation of quiet hours is considered a Judicial Board offense. Any dorm wishing to extend quiet hours may do so by the vote of the dorm.

OVERNIGHTS AND WEEKENDS

An overnight consists of an absence from campus beginning at dormitory closing and going beyond 6:00 a.m. of the following day. A weekend consists of Friday and Saturday nights.

During the week (Sunday through Thursday) all students, except first term freshmen and those who do not have self-limiting, may spend the night away from campus if they have their parents' permission.

A student must have been given self-limiting hours by her parents or be 21 years of age in order to spend week nights away from campus. First term freshmen and upper-classmen without self-limiting hours may spend weeknights away from campus only with special permission (by phone/letter) from their parents. All students may spend an unlimited number of weekend nights off campus.

SIGNING OUT

Any student planning to be away from her dormitory for the night is requested to sign out on a list provided by the Resident Director. This request is made of each student for her own safety, and for emergency situations.

SPENDING THE NIGHT IN ANOTHER DORM

Students may spend the night in other dormitories. They are requested to notify their own Resident Director and the Resident Director where they are staying of their whereabouts in case of an emergency.

OVERNIGHT GUESTS

Resident students must register all overnight guests, whether they are off-campus guests or just from another dorm, on a guest check-in list provided by their Resident Director. This allows the Director to notify the guest in case of an emergency and to watch for her in case of fire, etc. An off-campus guest is expected to follow the same rules set for her Queens hostess. The Queens student will be charged with any violation her off-campus guest commits.

DORMITORY ROOMS

Room Sign-Up

Room sign-ups for the next academic year are held every Spring. Eligibility for room sign-ups is based upon the receipt by the Dean of Students Office of a $150.00 non-refundable reservation fee. (The $150.00 is credited toward tuition when a student registers in the Fall.) An additional $50.00 room damage deposit is required when the student first applies for a dormitory room.

No student may sign up for a room until both fees have been paid and are on file with the Dean of Students Office. For those students on financial aid, neither of these fees are covered by scholarship money.

Procedures for room sign-ups are announced to all students ahead of time.

Single Rooms

Anyone wishing to live in a single room may do so by paying an additional $75.00 per semester. If a student is in a single room for less than a full semester, the fee will be prorated at $5.50 per week.

ROOM AND ROOMMATE CHANGES

First Semester Freshmen

The first date a freshman may change rooms or roommates is stated on the Fall Semester Calendar - approximately four weeks after the beginning of classes. Freshmen will not be charged a single room fee due to roommate changes during the Fall Semester.

A room and roommate change request form is available from each Resident Director, and must be approved by the Director before a change takes place.

Others

Any other room or roommate changes must be approved by the Dean of Students Office.

ROOM DAMAGES

A room damage deposit of $50.00 is required of all students when they apply to Queens for a dormitory room.

Each students' room is checked by her Resident Director after the student has checked out at the end of the year. The student will be charged for any damage to walls, floors, windows, furniture, etc. Bills will be issued to students after check-out, indicating the amount deducted from their deposit for damages.

When a student leaves Queens permanently, any damage deposit monies remaining in the student's account will be refunded to her by the Business Office.

DORM MEETINGS

Meetings are held regularly in each dormitory. All students should be in attendance for announcements, discussions of regulations and problems, changes in the college calendar, and other items relevant to the individual building. Dates, times, and locations of these meetings are posted on the dorm bulletin board.

EMERGENCIES

In case of an emergency, the Resident Director or person on duty is to call the security guard. Any decision to call an off-campus agency, such as the City Police or the Fire Department, is to be made by one of the dormitory staff members. No student is to call on her own. Security is to be notified of all calls.

FIRE REGULATIONS

Appliances

In view of fire and insurance regulations, only the following electrical applicances may be used in dormitory rooms:

- coffee pots
- electric razors
- fans
- popcorn poppers
- hair dryers
- radios
- stereos
- refrigerators (up to 3 cubic feet)
- televisions
- electric curlers

Appliances (continued)

The following list of appliances may NOT be used in rooms due to the electrical wiring, electrical supply and/or fire hazard:

air conditioners	hot plates
electric ovens (any type)	refrigerators (over 3 cubic feet)

The use of sunlamps must be prescribed by a physician, and the lamp must be used and kept in the infirmary.

Candles, Incense and Paper

At no time may candles or incense be burned in any area of the dormitory, items such as luggage and paper for paper drives must be kept out of the halls at all times.

Any items which are in violation of fire and safety regulations will be subject to removal by the residence hall staff.

Fire Drills

Every student should know all fire escape routes in her building as well as her dorm's fire procedure. No one is excused from a fire drill if she is present in the dorm at the time of the drill.

HOLIDAYS

The opening and closing times of the dormitories for all holidays and breaks are printed in the college calendar. Dorms reopen on the day before classes resume. All dorms close for holidays.

PERSONAL PROPERTY INSURANCE

The College insurance program is designed to provide protection for college property and does not include the property of students or others. It is suggested that students and their parents should review their insurance to be sure that coverage is extended to include personal effects while at college.

LAUNDRY FACILITIES

Each residence hall has laundry rooms containing coin-operated washing machines and dryers. Ironing boards are also available for students.

MAINTENANCE

Any student needing repair work done in her room or dormitory is requested to report to her Resident Director.

OPEN VISITATION POLICY

The seniors living in Long Hall have regular open visitation for their male guests on weekends. Other dormitories may seek special permission from the Dean of Students for open visitation during a specific weekend. Open visitation goes into effect for the hours dorm residents donate their time in the lobby registering and signing out all male guests. All male guests must be registered, and escorted at all times, by a Queens student; and must be signed out by a Queens student.

Violation of open visitation privileges is a Judicial Board offense.

POSSESSIONS

Any personal items belonging to students will be collected by the Resident Director if left in public areas such as halls, lounges, bathrooms, and study rooms.

Bicycle racks are centrally located on campus. Bikes may not be stored in any dormitory except in the basement storage rooms. Bicycles may be removed from restricted areas without notification to the student.

All dormitories are equipped with a storage room in which trunks, luggage and other items may be kept both during the school year and during the summer months. Storage items should be tagged and clearly marked with the student's name and room number.

Pets

With the exception of small fish and turtles, no pets of any kind are permitted in the dormitories at any time. Violation of this regulation will result in a fine of $10.00 for each day or any portion of a day an animal is in a dormitory. Fines are to be paid to the Resident Director in the building in which the violation occurs. An animal may be removed from a student's room without notification.

REFRIGERATOR RENTAL

Any student or group of students may rent a refrigerator from the College through the Dean of Students. The student signs a rental contract and pays a fee entitling her to use of the refrigerator for the entire academic year.

SEARCH AND SEIZURE

Entry by College residence hall staff into occupied rooms and storage rooms in residence halls, and in student cars, is divided into three categories: inspection, search and emergency.

Inspection

Inspection is entry into an occupied room in order to determine the health and safety conditions of the room, to check the physical condition of the room, to make repairs on facilities, or to perform janitorial operations. Scheduled inspections by off-campus authorities shall be preceded, if possible, by 24 hours notice to the students. During the inspection, there will be no search of drawers, closets or personal belongings.

Search

Search is the entry into an occupied room for the purpose of investigating suspected violations of campus regulations and/or city, state or federal law. No one will enter a room for purposes of search without permission from the resident(s) or prior permission from the Dean of Students or Residence Hall Director. Any search must be verified in writing to the student(s) by the person receiving permission to search.

A request for permission to search may be made by the residence hall staff when reasonable cause exists to suspect that a violation is occurring or has occurred. There must also be at least two people present during the search.

A copy of the authorization form must be presented to the resident(s) or left in the room if the resident(s) are absent. The authorization form shall list reason(s) for search and items sought.

Emergency

An emergency situation exists when the delay necessary to obtain authorization constitutes a danger to persons, property or the building itself.

SUNBATHING FACILITIES

A sunroof on Wallace Dormitory, a patio in Harris Dormitory, and a concourse by Long Dormitory provide areas for sunbathing. All sunbathing apparel is restricted to these areas on back campus.

STRANGERS ON CAMPUS

Students are requested to offer directions or information to strangers. Those who do not have specific business on campus are not to be permitted in any building. Students should report these strangers to security.

TELEPHONES

Campus telephones are provided in each dormitory for local and on-campus calls.

Pay telephones are available in all dormitories for long distance calls.

All students may have private telephones installed in their rooms. All arrangements for telephones are to be made between the student and Southern Bell Telephone Company. The College will not accept responsibility for the installation, billing, or disconnection of telephones. The disconnection of private telephones must be completed prior to dorm check-out at the end of the year.

INDEX

Administrators' Homes 19
Admissions Office 15
Alcoholic Beverages 28-29
Algernon Sydney Sullivan
  Awards 20
Alumnae Office 15
Automobiles 29-32
Awards Day 6

Baccalaureate 7
Bare Feet 32
Belk Chapel 19
Bicycles 40
Black Friday Auction 5
Board Room 12
Boar's Head Banquet 5
Burwell Hall 12
Burwell Parlors 15
Business Office 14

Calendar, College . . Front Cover
Career and Personal
  Counseling Center 19
Carol Hall. 19
Charlotte Panhellenic
  Awards 20
College Bank 14
College Hymn . . . . Back Cover
College Store, The 18
College Switchboard 15
Commencement 7
Continuing Education
  Center, Barnhardt 19
Convocations 32
Coronet, The 12
Creative Writing Award . . . 21

Dad's Weekend 6
Dana Auditorium 16
Dana Classroom Building . . . 16
Day Student Lounge 18
Dean of Students Office . . . 14
Dean's List 20
Delta Omicron 21
Dormitory Check-In 34
Dormitory Check-Out 34
Dormitory Meetings. 38
Dormitory Opening and
  Closing 35
Drugs 32-33

Early Learning Center 17
Emergencies 38
Firearms and Explosives . . . 33
Fire Regulations 38-39

History, The College 3
Holidays 39
Homecoming 6
Honoraries 22
  Orb and Sceptre
  Sigma Mu
  Sigma Upsilon
  Valkyrie
Honor Code 7
Honors Convocation 6

Infirmary, Irwin-McKay. . . . 17
Intramural Awards 22
  Participation Trophy
  President's Cup

Judicial Board. 7-11

Lake Campus, Queens 20
Laundry Facilities 39
Library 17
  Regulations 23-28

Maintenance . . . . . 17 & 40
Map, Campus 13
Marshals 21
May Day 6
McEwen Classroom Building . . 18
Mom's Weekend 6
Moravian Love Feast 5
Morrison 18
Music Award 21

Office of Development 14

Office of the Dean of the College 14
Office of the President . . . 14
Ovens Gymnasium 16-17
Overnight Guests 36
Overnights and Weekends . . . 36

Panhellenic Council 12
Parents' Weekend 5
Personal Library Award . . . 21
Personal Property Insurance . 39
Pets 40
Pit, The 18
Post Office 18
Publication Office 15

Queens Current 12
Quiet Hours 35-36

Refrigerator Rental 41
Registrar's Office 15
Reserving Facilities 33
Room Damages. 38
Room and Roommate Changes . . 37
Room Sign-Up. 37

Sales and Solicitations . . 33-34
Search and Seizure Policy . . 41
Self-Limiting Hours 35
Senior Recognition Day. . . . 5
Signet, The 12
Signing Out 36
Single Rooms 37
Smoking Policy 34
Sorority Row 16
Spending the Night in Another Dormitory 36
Strangers on Campus 42
Student Aid Office 15
Student Center. 18
Student Government Association. 11
Student Organization Offices. 18
Stultz Building 19
Sunbathing Facilities 42
Suzanne Little Recital Hall 16

Telephones 42

Visitation Policy 40

Walker Science Building 16
Web, The 16
Who's Who Among Students in American Universities and Colleges 23

Yule Log Ceremony 5

THE COLLEGE HYMN

Guardian bright, our Alma Mater
Molder of our hearts and minds.
Light high visions in thy daughters
And a loyalty that binds.

Gladly do we lift our voices
Pledging thee our faith and love.
Teach our minds and hearts to follow
Him who leads us from above.

Living truth is ever ringing---
Tune our ears to hear that chime.
Lasting wisdom peace is bringing---
Lead us in her way sublime.

Queens, to thee we pledge our spirits.
Ever thine, a loyal band.
Queens, thy praises we are singing.
Grateful for thy guiding hand.